

EMPLOYEE TRAINING RECORD		
TRAINING TITLE Lawn Edging and Trimming		
KEY TEACHING POINTS		
PREPARATION.		
<ul style="list-style-type: none">• Thoroughly inspect the area where edger-trimmer is to be used, and remove all stones, sticks, wire, bones, and other foreign objects which might be picked up and thrown.• Do not operate edger-trimmer when barefoot or wearing open sandals. Always wear substantial foot wear, and pants or slacks that cover your legs when operating edger.• Check fuel before starting engine. Do not fill gasoline tank indoors, when engine is running, or while engine is still hot. Wipe out any spilled gasoline before starting engine.• Disengage cutterhead drive before starting engine.• Do not use edger-trimmer unless blade guard, belt guards and debris guard are properly in place.• Edge or trim only in daylight or artificial light.• Do not operate without wearing hearing protection.• Never operate equipment in wet grass. Always be sure of your footing; keep a firm hold on the handle and walk, never run.• Sharpen blades that show nicks. Ensure that blades are balanced to prevent vibration and reduce wear on the engine.		
OPERATION.		
<ul style="list-style-type: none">• Start the engine carefully. Keep hands and feet well away from blade.• Do not adjust the idle or speed on the engine.• Wear safety glasses and a hard hat when operating edger-trimmer.• Keep clear of discharge opening at all times. Never discharge any material toward bystanders nor allow anyone near machine while it is in operation.• Stop blade when crossing drives, walks, or roads.• After striking a foreign object, stop the engine and inspect edger-trimmer for damage before starting engine.• If edger-trimmer should start to vibrate abnormally, stop the engine and check for the cause• Stop the engine whenever you leave the edger-trimmer, and when making repairs or inspections.• Do not run engine indoors.• Shut engine off and wait until blade comes to a complete stop before removing grass that may clog blade guard.• Watch out for traffic when working near roadways.• Stay alert for uneven sidewalks, holes in terrain or other hidden hazards when using edger-trimmer. Always push slowly over rough ground.• Remember, never operate edger-trimmer unless blade guard, belt guards, and debris guard are properly in place.• Disengage power to cutterhead and stop engine before leaving edger-trimmer, before making repairs, inspections, or adjustments and when transporting or when not being used.• Check blade mounting nut frequently for proper tightness. Keep all nuts, bolts and screws tight to be sure equipment is in safe working condition.		
TEST		
QUESTION	ANSWERS	
	TRUE	FALSE
1 Start the engine carefully. Keep hands and feet well away from blade.		
2 Wipe out any spilled gasoline before starting engine.		
3 Always wear substantial foot wear, and pants that cover your legs when operating edger.		
4 Never operate edger-trimmer unless blade guard, belt guards, and debris guard are in place.		
5 Disengage cutterhead drive before starting engine.		
EMPLOYEE'S NAME	EMPLOYEE'S SIGNATURE	DATE
INSTRUCTOR'S NAME	INSTRUCTOR'S SIGNATURE	DATE
1 T 2 T 3 T 4 T 5 T		